

Patricia Anne Banaszak

**EDUCATION:**

Masters of Science, Counseling, University of Dayton, Dayton Ohio 1997, GPA 4.0

Bachelor of Arts, Political Science, Wright State University, Fairborn, Ohio, 1976

**EXPERIENCE:**

**2001 – Present:** Executive Director, Family and Youth Initiatives (FYI), New Carlisle, Ohio

- Facilitate entire operations of FYI and assuring that all programs under FYI:
  - a. Real Life in-school and after-school character education program.
  - b. Women's Network (three locations in Greene and Clark counties.
  - c. Little Scholars preschool educational program for children and parents.
  - d. Fatherhood support and education program for all fathers to education them of their importance in their child's life.
  - e. Latino Health Connection coordination for ensuring smooth facilitation into American culture.
  - f. Cole's Warriors—a drug prevention program which specializes in educating youth and families about prescription drug abuse.
  - g. Kid's Hope—a one on one mentoring elementary school program which matches children to mentors who work with them throughout their elementary school years.
  - h. GED program –pre assessment and development of a education plan for success in obtain a high school diploma or the equivalency.
  - i. Gardening for Health to empower the community with skills needed to grow, produce, harvest, cook, and preserve their food for a healthier lifestyle.
  - j. Jobs Skills 101 a hands on jobs training program in 7 areas to teach basic skills needed to obtain a job.
- Received and managed 6 Federal HHS grants for various programs—totaling over \$3,800.000 in funding.
- Hire directors for each FYI program, empowering them to establish the appropriate programming and reporting directly back to the Executive Director on the status of the programming as well as other matters concerning their program or the organization as a whole.
- Have final word in the hiring of employees of individual programs, in cooperation with the directors of those programs.
- Terminate employees of FYI in conjunction with the input and recommendation of the individual Program Directors, the Fiscal Agent, or other employees as appropriate and in the best interest of the organization.
- Work in Collaboration with other organizations to create area wide programming for families and youth.
- Responsible for locating grant "Request for Proposals" befitting to the vision and mission of FYI, assigning the writing and preparation for those grants (including personally writing them when determining it would be advantageous to the organization to do so).
- Research and explore, in conjunction with the Development Director, other avenues of revenue and devise methods to pursue these avenues.
- Ensure that the requirements of individual grants, including reports, are being obtained by the staff, as prescribed by the grant, and are referred to the grantees of awarded solicitations in the time period established.

- Ensure required audits are being scheduled and are properly timed, that the Fiscal Agent is being fiscally responsible and that the Fiscal Agent is paying the invoices and performing all other duties assigned to that position in an efficient manner.
- Ensure the Administrative Support for FYI is in place and staffing needs are being addressed through this support.
- Attend all FYI Board of Director meetings, providing a monthly report to the board concerning the operations and the state of FYI and its programs and working closely with the board to ensure activities of direction are properly facilitated.
- Call regular meetings of the Directors to discuss concerns of the organization and schedule other meetings with various departments, programs, staff members as determined necessary to address issues concerning FYI.
- Attend and schedule other meeting with organizations outside FYI, representing the organization in issues concerning the organization as a whole or individual programs and seeking to collaborate with other organizations to provide the best possible services to the community.

**1999-2001** Executive Director of three pregnancy and family centers in the Clark, Greene and Champaign county Ohio area.

- Facilitation of strategic planning of all organizational goals.
- Development of new programs in response to clients needs such as: Migrant Family Program, Mentor Mom Program, Real Life Abstinence Program, Real Life Abstinence Education Program, Angel Connection Program and the Grandparent support group.
- Director of all paid and volunteer staff.
- Encouragement and participation in on-going educational training for paid and volunteer staff.
- Coordination of all fundraising and grant writing efforts.
- Direct client interaction via counseling, support group facilitation and counselor training sessions.
- Volunteer position until July 2001.
- Counseled young women at the network every week at both Women's Network, Springfield and Fairborn. Counseled over 1300 adults.

#### **OTHER POSITIONS:**

- One of founding members of Western Clark County Business Coalition which includes over 100 members
- Collaborating with several organization for better programming and funding for programs
- Executive Board Member, Social Actions Committee, Archdiocese of Cincinnati, 2003-present.
- Volunteer for counselor, St. Vincent De Paul Society, MHC Church, Fairborn OH, 2005-present.
- On the team of WANGO—World Association of Non-Profit Organizations for lectures in at risk behaviors in teens, refusal skills and positive relationships
- Director of International Board, daughters of Isabella, New haven, CT 1998 - 2000.
- Pro-family and youth chairman of International Board, Daughters of Isabella, New Haven CT, 1986-1998.
- State Secretary, Daughters of Isabella, Columbus, OH 1996-2000.
- Area President, Daughters of Isabella, Fairborn, OH 1994 – 1998.
- Stay at home Mom with domestic and socio-emotional issues bringing up four children, 1971-1998.
- 1965-1967—missionary with Marquette University to Apizaco, Mexico—working with the poorest for training in cooking, sewing, and religion.